

Message Text

UNCLASSIFIED

PAGE 01 DAMASC 03854 061112Z
ACTION NEA-10

INFO OCT-01 ISO-00 PER-05 /016 W
-----030202 062256Z /75

R 061029Z JUL 78
FM AMEMBASSY DAMASCUS
TO SECSTATE WASHDC 8666

UNCLAS DAMASCUS 3854

E.O. 11652: N/A
TAGS: AMGT, APER, AFSP
SUBJECT: FILLING LOCAL VACANCY

REF: A. STATE 3165, B. STATE 35776

1. EMBASSY HAS RECEIVED RESIGNATION OF LOCAL EMPLOYEE HAYAT BANDAR FARAH, INCUMBENT POSITION DA-2-4, FSL-5, COMMERCIAL ASST. (PROGRAM). RESIGNATION EFFECTIVE END JULY. EMBASSY REQUESTS PERMISSION TO RECRUIT AND HIRE.

2. THE POSITION OF COMMERCIAL ASSISTANT IS THE LINCHPIN OF THE COMMERCIAL SECTION AND LIBRARY. THE OCCUPANT OF THIS POSITION PREPARES ALL COMMERCIAL REPORTS (WTDR, TO, ETC.) AS WELL AS PROVIDING GENERAL CLERICAL SUPPORT TO SECTION. THIS POSITION WORKS IN CONJUNCTION WITH THE COMMERCIAL SPECIALIST WHO ALSO IS PRIMARILY RESPONSIBLE FOR GATHERING INFORMATION FOR THESE REPORTS. A VACANCY IN THIS POSITION WILL REDUCE POST'S CAPACITY TO MEET REQUIREMENT FOR COMMERCIAL REPORTING BY 50 PERCENT. IF POSITION IS NOT FILLED, LIBRARY SERVICES TO VISITING BUSINESSMEN WILL HAVE TO BE SPLIT BETWEEN CLERK-TYPIST/RECEPTIONIST POSITION AND COMMERCIAL SPECIALIST POSITION FURTHER REDUCING LATTER'S ABILITY TO CARRY OUT HIS PRIMARY DUTIES AS OUTSIDE CONTACT MAN TO COMMERCIAL SECTION. FINALLY, CLERICAL DEMANDS BY SCHEDULED ADDITION OF SECOND COMMERCIAL OFFICER POSITION WILL SIMPLY OVERLOAD CLERK-TYPIST.

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3. TWO POSSIBILITIES EXIST FOR REPLACEMENT DEPENDING ON QUALIFICATIONS OF APPLICANTS: A) FILL EXISTING VACANCY OR B) MOVE INCUMBENT OF DA-2-6 SECRETARY/RECEPTIONIST WHO HAS SERVED AS BACKUP FOR DA-2-4 IN DA-2-4 AND RECRUIT REPLACEMENT FOR DA-2-6.

4. REQUEST APPROVAL SOONEST SO THAT OVERLAP POSSIBLE.

PELLETREAU

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NNN

Message Attributes

Automatic Decaptioning: X
Capture Date: 01 jan 1994
Channel Indicators: n/a
Current Classification: UNCLASSIFIED
Concepts: n/a
Control Number: n/a
Copy: SINGLE
Draft Date: 06 jul 1978
Decaption Date: 01 jan 1960
Decaption Note:
Disposition Action: n/a
Disposition Approved on Date:
Disposition Case Number: n/a
Disposition Comment:
Disposition Date: 01 jan 1960
Disposition Event:
Disposition History: n/a
Disposition Reason:
Disposition Remarks:
Document Number: 1978DAMASC03854
Document Source: CORE
Document Unique ID: 00
Drafter: n/a
Enclosure: n/a
Executive Order: N/A
Errors: N/A
Expiration:
Film Number: D780278-0282
Format: TEL
From: DAMASCUS
Handling Restrictions: n/a
Image Path:
ISecure: 1
Legacy Key: link1978/newtext/t19780792/aaaaczik.tel
Line Count: 64
Litigation Code IDs:
Litigation Codes:
Litigation History:
Locator: TEXT ON-LINE, ON MICROFILM
Message ID: 797a827a-c288-dd11-92da-001cc4696bcc
Office: ACTION NEA
Original Classification: UNCLASSIFIED
Original Handling Restrictions: n/a
Original Previous Classification: n/a
Original Previous Handling Restrictions: n/a
Page Count: 2
Previous Channel Indicators: n/a
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Previous Handling Restrictions: n/a
Reference: 78 STATE 3165, 78 STATE 35776
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Review Content Flags:
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Review Event:
Review Exemptions: n/a
Review Media Identifier:
Review Release Date: N/A
Review Release Event: n/a
Review Transfer Date:
Review Withdrawn Fields: n/a
SAS ID: 2107932
Secure: OPEN
Status: NATIVE
Subject: FILLING LOCAL VACANCY
TAGS: AMGT, APER, AFSP
To: STATE
Type: TE
vdkgvwkey: odbc://SAS/SAS.dbo.SAS_Docs/797a827a-c288-dd11-92da-001cc4696bcc
Review Markings:
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